# **EASINGTON PARISH COUNCIL**

Kim Dalton
Clerk to Easington Parish Council
easingtonpc@outlook.com

28 June 2024

To: Councillors/Members you are hereby summoned to attend the Parish Council Meeting, to be held on Thursday, 04 July 2024 at 19.00, The Community Hall Beck Lane Easington HU12 0TX, to conduct the business specified below.

Yours faithfully,

Signed: Kim Dalton

\_\_\_\_\_\_

#### **AGENDA**

## Apologies

- a) To receive apologies for absence and record these in the minutes.
- b) To consider the approval of the reasons for absence given by councillors
- Declaration of Interests-members to declare any interests in items on the agenda and the nature of such interests.
- 3. Minutes from previous meeting(s) Ordinary Meeting 06/06/2024
- 4. Clerks Report Appendix 1

#### 5. Public Forum

This section will be limited to 15 minutes (maximum 5 mins per member of public) to raise any issues, concerns, or observations regarding items on the Agenda. Issues not on the Agenda can be discussed but the Parish Council cannot make decisions on them at this meeting. Such items may be included on future Agenda. Reference: Easington Parish Council Standing Orders.

#### 6. Ward Councillor Update

This section limited to 15 minutes (maximum 5 mins per Councillor for questions)

## 7. Finance

- a) To **note** Receipts **Appendix 2**
- b) To resolve Payment(s) as per the schedule(s) Appendix 3
- c) Bank Reconciliation to agree as of 30 June 2024 Appendix 4
- d) Budget v Spending To note quarterly update as of 30 June 2024 Appendix 5

#### 8. Planning -

Planning Applications/Consultations (inc. applications received up to the date of the Meeting)

Planning Ref: 24/01711/TCA

**Proposal:** EASINGTON CONSERVATION AREA - Fell 1 no. Conifer tree (T1) as it is storm damaged and growing less than 5 meters away from the property; Pollard 1 no. Willow tree (T2) to 1.82 metres as it is a poor specimen; Crown reduce 1 no. Horse Chestnut tree (T3) by 5 metres laterally as it is overpowering the garden

Location: Ravenser High Street Easington East Riding Of Yorkshire HU12 0TS

**Applicant:** Mrs Sarah Pattison

**Application Type:** Tree Works in Conservation Areas

**EPC Consultee Comment:** To resolve EPC comments re planning application.

To Note the following Planning Decision(s) received:

Planning Ref: 23/03663/PLF

Proposal: Construction of dormer to rear to create one self-contained flat within roof space and

erection of extension to side for use as staircase

Location: Boathouse Dimlington Road Easington East Riding Of Yorkshire HU12 0TG

**Applicant:** Mr & Mrs Hawthorne

**ERYC Decision:** Granted subject to conditions

To Note the following On Street Parking 9Civil Enforcement) Order

Easington Primary School High Street Easington

Proposed - Stopping Restrictions (Amendment from Advisory to Mandatory) - School keep clear

Markings

Previously consulted - Minute Ref: 23/10/113

#### 9. Community Issues

## 10. Policy/Procedure/Training/Parish Council issues

Financial Regulations NALC Model 2024

Review of Financial Regulations following further updates.

Town and Parish Council Liaison Meeting(s)

Verbal report from Councillor LD Brown

## 11. Committees and/or Councillors with Responsibilities:

To receive Verbal Reports from Councillors with responsibilities and/or Committees

#### Committees

Facilities Management Committee

To discuss report provided on Seating within the parish, and Village Garden.

Reports from Councillors with Representation on External Committee's:

Shape

Community Hall

Health

**ERNLLLCA** 

Quarterly Report from Councillor with responsibility for Finance

## 12. Correspondence (previously circulated to all Councillors via Email)

Correspondence detailed below has been received and added to the Agenda. Other correspondence received during the month which is informative is not included in the list of correspondence.#

Agenda items

26/06/2024 - ERYC - Traffic Order - Letter and Plans received

27/06/2024 - ERNLLCA - Executive Committee Meeting, 11/7/2024.

28/06/2024 - Holderness Health Community Liaison Forum - next meeting 08/07/2024.

## For Information only

05/06/2024 - ERYC extension to consultation date on Community Governance Review.

07/06/2024 - ERNLLCA Newsletter

10/06/2024 - ERYC - JLAF Meeting - 19 June 2024

10/06/2024 - ERNLLCA Conference 24 September 2024

14/06/2024 – HWRAG – Good Neighbour Scheme – Funding available

- 13. **Items for the Next Agenda:** (items for addition to the next Agenda are at the discretion of the Chair/Clerk)
- 14. Date and Time of next meeting(s): -

August - No meeting held

05 September 2024 – 19.00 - Ordinary Meeting.

#### Note:

Easington Parish Council publish Agenda 3 Clear Working Days prior to a meeting (not including Saturday, Sunday, or Bank Holidays), correspondence received is as received at the date of issue of Agenda, – further correspondence or requests for Agenda items will be considered for adding to future agenda. LGA 1972 – Schedule 12, 10(2)(a) and Section 243.

#### **Appendix**

- 1 Clerk Report
- 2 Receipts Schedule
- 3 Payment Schedule
- 4 Bank Reconciliation
- 5 Budget v Spending Review 1st Quarter

Public and Press are welcome to attend the meeting. Please Note - the meeting will be recorded via Audio. Easington Parish Council Receipt Schedule

DateDescriptionAmountNotes24/06/2024 Grant - D Day500.0030/06/2024 Bank InterestTBA

**Allocation** Grants

Total 500.00

Minute Ref: 24/07/

**Key Code:** 

# Easington Parish Council Payment Schedule

Date	Description	Ref:	Amount	Notes	Budget Item	Power to Spend			
	To NOTE the following Contractual Payments:								
04/07/2024	June Salaries - All Employees		757.81	Paid 15th of the Month unless a Weekend/Bank Holiday	Salaries/HMRC	LGA1972 s112			
	Yorkshire & Humber Ground Maintenance		945.00	June Cutting Schedule	Grasscutting	Open Spaces 1906			
01/08/2024	July Salaries - All Employees		757.81	Paid 15th of the Month unless a Weekend/Bank Holiday	Salaries/HMRC	LGA1972 s112			
	Yorkshire & Humber Ground Maintenance		945.00	July Cutting Schedule	Grasscutting	Open Spaces 1906			
04/07/2024	To RESOLVE the following Payments:								
	Microsoft Monthly Payment (July) 2024)		12.36	(Inc VAT) Clerks Expenses*	M/Soft/Norton	LGA 1972 S111			
	Easington Events Committee		500.00	Grant - D Day Commemorative Events	Grant	LGA 1972, s145			
01/08/2024	Microsoft Monthly Payment (August 2024)		12.36	(Inc VAT) Clerks Expenses*	M/Soft/Norton	LGA 1972 S111			
	Total Monthly Payments		3930.34						
	Signed:			Chair of Meeting					
	Date:		Γ	-					
	Signed:			Kim Dalton - Clerk/RFO					
	Date:								
				Signed as Authorisation to pay the above amounts					
				via Bank Transfer from the Community Account					
	Notes:		24.72						
	1. *Clerks Expenses are amounts paid by the Clerk personal								
	on behalf of the Parish Council and being reclaimed								
	2. Salaries are Gross - inclusive of the HMRC Payment (as HMRC payment fluctuates from month to month) and represent All Employees								
	3. Once Authorised for payment the RFO raises payment and Dual Authorisation is made via Councillor(s) J Clubley, R Clubley or H. Jacobs								
	4.VAT Section 126 Payments can be reclaimed								
	Minute Ref: 24/07/								

# Easington Parish Council 1st Quarter Budget v Spending Comparison

Description	2020/2021	2021/2022	2022/2023	2023/2024		2024/2025			Comments		1
EXPENDITURE	Actual	Actual	Actual	Budget	Actual	Budget	Actual	%	Difference	RESERVES 2024 to 2025	
Office Costs	Hotaut	Hotaut	Hotaut	Daugot	Hotaut	Daugot	Aotuut	70	Dinordino	General Reserve	8000.00
Accountant/Audit Fees	50.00	450.40	407.40	450.00	718.60	607.00	604.80	99.64%	-2 20	Flood Reserve	2000.00
Chairman's Fund	0.00	48.98	70.00	100.00		100.00	29.00			Severe Weather Reserve	1000.00
Hall Hire/Zoom	127.28	207.73	267.75	400.00		315.00	71.25		-243.75		1000.00
ERNLLCA/SLCC	457.18	470.54	489.18	490.00		530.00	418.16		-111.84		11000.00
Office Expenses	382.77	211.28	295.71	350.00		350.00	84.22	24.06%	-265.78		11000.00
Kiosk - Costs	550.00	0.00	0.00	0.00		0.00	04.22	0.00%	0.00		
Insurance	397.04	395.47	363.00	420.00		500.00		0.00%	-500.00		
IT Equipment	933.17	0.00	0.00	100.00		100.00		0.00%	-100.00		
M/soft 365 & Norton AV	126.39	112.80	166.96	180.00		189.00	30.90	16.35%	-158.10		
Training Courses	216.00	360.00	0.00	400.00		500.00	30.00		-470.00		
Salaries Inc. HMRC	7223.16	7522.54	8056.97	8640.00		9368.00	2349.11	25.08%	-7018.89		
	10462.99	9779.74	10116.97	11530.00		12559.00	3617.44	28.80%	-8941.56		
Grants											
Grants	600.00	650.70	92.00	0.00	650.00	0.00		0.00%	0.00		
Section 137 Payments	100.00	100.00	100.00	100.00	335.00	100.00		0.00%	-100.00		
	700.00	750.70	192.00	100.00	985.00	100.00	0.00	0.00%	-100.00		
									0.00		
Community Costs									0.00		
Defib Accessories	102.59	0.00	1031.00	450.00	0.00	250.00		0.00%	-250.00		
Grass Cutting Contract	4225.00	5940.00	4800.00	6000.00		5670.00	1417.50	25.00%	-4252.50		
Rates - Cemetery	95.08	0.00	312.12	150.00		241.00	229.54		-11.46		
Seating	130.00	437.03	0.00	250.00		550.00		0.00%	-550.00		
Street Lighting	213.47	171.39	199.80	220.00		221.00		0.00%	-221.00		
Village Work	550.00	3599.98	883.48	750.00		500.00	479.98	96.00%	-20.02		
Waste Collection	128.96	132.86	138.06	145.00		163.00	155.22		-7.78		
Severe Weather Costs	63.00	0.00	0.00	1000.00		0.00	.00.22	0.00%	0.00		
Allotment Costs	17.00	0.00	0.00	100.00		100.00		0.00%	-100.00		
7.11.01.11.000.0	5525.10	10281.26	7364.46	9065.00		7695.00	2282.24	29.66%	-5412.76		
Total Expenditure	16688.09	20811.70	17673.43	20695.00	19947.38	20354.00	5899.68	28.99%	-14454.32		
INCOME	2020/2021	2021/2022	2022/2023	2023	/2024	2024	/2025				
11100112	Actual	Actual	Actual	Budget	Actual	Budget	Actual				
Precept	14000.00	17000.00	17000.00	20000		20000.00	10000.00	50.00%	-10000.00		
Cemetery Fees	715.00	1690.00	1760.00	500.00		1050.00	10000.00	0.00%	-1050.00		
Allotment / Land Fees	168.07	77.00	100.00	100.00		100.00	1.00	1.00%	-99.00		
Wayleave	11.77	11.77	11.77	11.77	11.77	11.77	1.00	0.00%	-11.77		
Bank Interest	5.59	1.83	96.96	20.00		350.00		0.00%	-350.00		
Grants	600.00	525.00	0.00	500.00		500.00	500.00	100.00%	0.00		
VAT	0.00	899.90	1158.03	0.00		606.61	606.61	100.00%	0.00		
						18.606	10.000	100.00%			
Jubilee /Coronation/D Day	0.00	3071.25	1409.89	0.00	0.00				0.00		
Total Income	15500.43	23276.75	21536.65	21131.77	22670.92	22618.38	11107.61	49.11%	-11510.77		
Income less Expenditure	-1187.66	2465.05	3863.22	436.77	2723.54	2264.38	5207.93	229.99%	2943.55		
											1
Prepared - October 2023											